



... the best of the best of the Northwest.

WALLA WALLA CITY COUNCIL

Special Meeting Agenda

September 29, 2021 - 6:30 p.m.

PLEASE NOTE: This will be a virtual meeting only. The meeting may be viewed on the City's website at <https://www.wallawallawa.gov/government/city-council>. Members of the public also may attend and participate in this regular meeting by using this Zoom meeting link: <https://us02web.zoom.us/j/89460984481> or by calling 253-215-8782 and entering meeting ID 894 6098 4481#.

1. **CALL TO ORDER**

2. **PRESENTATIONS AND PROCLAMATIONS**

- A. Pgs. 3-4 Proclamation declaring October, 2021 as Resilience Month. Presented to Teri Barila and Ursula Volwiler.
- B. Pgs. 5-6 Proclamation Declaring Hispanic Heritage Month

3. **PUBLIC COMMENTS**

The public may comment at this time on matters of City business. To provide comments through the virtual meeting, please use the Zoom link at the top of the agenda, raise your virtual hand, wait to be recognized, and then unmute. If you are calling in, dial *9 to raise your virtual hand, wait to be recognized, and dial *6 to unmute the connection. Public comments may also be provided by emailing the City Clerk at khill@wallawallawa.gov.

4. **CONSENT AGENDA**

- A. Pgs. 7-10 Resolution 2021-128: Adoption of the City of Walla Walla's statement of its Vision, Mission, and Values.
- B. Pgs. 11-22 Resolution 2021-125: Authorizes the purchase of two new Zoll AutoPulse automated CPR machines for the two front line advanced life support ambulances in the amount of \$39,541.13.

- C. Pgs. 23-28 Resolution 2021-126: Authorizes the purchase of water meters, and appurtenances from Ferguson Enterprises in the amount of \$37,674.23.
- D. Pgs. 29-41 Ordinance 2021-27: Amends the 2021-2022 Biennium Maintenance & Operations Budget; and Ordinance 2021-28: Establishes new projects and amends the Capital Improvement Project (CIP) budget.
- E. Pgs. 42-50 Approval of minutes of the regular meeting held September 8, 2021.

5. ACTIVE AGENDA

- A. Pgs. 51-56 Resolution 2021-127: Approve consultant contract with PBS Engineering & Environmental Inc. in the amount of \$166,450 for design of 1st Avenue Plaza.
- B. Pgs. 57-66 Resolution 2021-129: Authorizes a contract with Allplay Systems for the Vista Terrace playground improvement project in the amount of \$108,375.36 (Sunrise Rotary is funding \$72,500 of this amount).
- C. Pg. 67 Covid-19 discussion:
 - 1. Update by Deputy City Manager Chamberlain
 - 2. Council meeting protocols.
- D. Pgs. 68-70 Approval of minutes of the September 7 Work Session. (Councilmember Huie absent and to abstain)

6. COUNCIL MEMBER MEETING REPORTS

7. UNFINISHED AND NEW BUSINESS

8. ADJOURNMENT

Values:

Customer Focus/Service
Excellence
Stewardship
Communication
Leadership
Integrity



ar-4351

Pgs. 3-4

City Council - Special Meeting

Meeting Date: 09/29/2021

Submitted For: City Council, City Council

Add'l Contributors:

Information

ITEM TITLE:

Proclamation declaring October, 2021 as Resilience Month. Presented to Teri Barila and Ursula Volwiler.

Attachments

Proclamation



CITY OF WALLA WALLA PROCLAMATION

WHEREAS, there is compelling scientific evidence that negative childhood experiences (known as Adverse Childhood Experiences or ACEs) cause lifelong behavioral and health problems when they are unrecognized and unaddressed; and

WHEREAS, additional findings in the 20 years since the original ACE Study inform us of other adverse conditions that also lead to negative behavioral and health outcomes (such as lack of access to healthcare, poverty, unemployment, any form of discrimination, catastrophic events, and pandemics); and

WHEREAS, the Science of Hope and Resilience acts as a buffer against the negative impact of any adverse condition by helping people build Protective Factors at all levels: individual, organization and community; and

WHEREAS, the Community Resilience Initiative of Walla Walla envisions a community aware of and actively practicing resilience strategies during this time of COVID, social inequity and other ACEs.

NOW, THEREFORE, I, Tom Scribner, Mayor of Walla Walla, do hereby proclaim October, 2021, to be the ninth annual

Resilience Awareness Month in Walla Walla

and urge all residents to become informed about ACEs and Protective Factors to create a community aware of and actively practicing resilience strategies that benefit all individuals toward a community of hope and healing.

Tom Scribner
Mayor



ar-4376

Pgs. 5-6

City Council - Special Meeting

Meeting Date: 09/29/2021

Submitted For: Nabel Shawa, City Manager Office, Administration

Add'l Contributors:

Information

ITEM TITLE:

Proclamation Declaring Hispanic Heritage Month

Attachments

Hispanic Heritage Month



PROCLAMATION

WHEREAS, the City of Walla Walla encourages and promotes strong and inclusive communities that recognize and celebrate efforts to bring people together for a greater good; and

WHEREAS, the City of Walla Walla commemorates the strong and visible roots of Hispanic heritage in the national, regional and local landscape of our nation; and

WHEREAS, nearly a quarter of all citizens in the City of Walla Walla identify as Hispanic or Latino according to the United States Census Bureau; and

WHEREAS, for nearly 480 years, the recorded Hispanic Heritage has been a part of American culture with undeniable influence in education, public safety, infrastructure, economic development, culinary arts and governance; and

WHEREAS, the City of Walla Walla celebrates the contributions of the robust Hispanic Diaspora; to include Mexico, Spain, Puerto Rico, Costa Rica, Guatemala, Honduras, Nicaragua, Panama, El Salvador, Bolivia, Chile, Columbia, Ecuador, Paraguay, Peru, Uruguay, and Venezuela; and

WHEREAS, we are proud of the Mexican heritage that includes Indian and Spanish blood and most proud of all the humanity, and centuries of hope and sacrifice, called Mexican-American, Chicano, Latino, Spanish, Tejano, Latin-x or Hispanic, are essential to defining the community resides right here within the City of Walla Walla, Washington,.

NOW THEREFORE, be it proclaimed by the City of Walla Walla, that on this day, September 22, 2021, we recognize September 15, 2021, thru October 15, 2021 as

“National Hispanic Heritage Month 2021”

in recognition of the indelible footprints of Hispanic Culture in our daily lives.

Tom Scribner, Mayor

A WONDERFUL PLACE TO **LIVE WORK PLAY**



ar-4327

Pgs. 7-10

City Council - Special Meeting

Meeting Date: 09/29/2021

Item Title: Mission, Vision, and Values Adoption

Submitted For: Elizabeth Chamberlain, Support Services

Financial Comments:

N/A

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Adopt mission, vision, values update project.

Information

HISTORY:

Work began on a refresh of the City's Mission, Vision, and Values October 2019. The work started with the Leadership Team discussing the City's current mission, vision, and values and working through what modifications could/should be recommended for change. The Leadership Team had consensus on the mission statement and core values but struggled with the City's current Vision Statement, "...best of the best of the Northwest" and what that vision statement means.

October 2019, engaged employees to provide feedback on core values. Leadership Team and Employees were fairly aligned on Core Values.

LT Consensus	Employee Survey Feedback	Results LT and Employee Core Values
Integrity	Integrity	Integrity
Innovation	Service	Service
Collaboration	Communication	Community
Excellence	Honesty	Excellence
Service	Community	Leadership
Leadership	Responsibility	Collaboration

At the February 24, 2020 work session, City Council went through the same exercise employees did with core values.

A second survey on mission and vision statements was shared with employees for feedback. Consensus between the employee feedback and Leadership Team, "Dedicated to enhancing the quality of life in Walla Walla" is the mission statement recommended. There were several written comments that the current mission statement be maintained - "We provide municipal services and programs essential to a desirable community in which to live, work, and play." However, the recommended mission statement is shorter in length and captures the essence of the current mission statement.

When it came to the vision statement however, the 4 options presented to employees were essentially rejected and the feedback provided was maintain the current vision statement. This work was sidelined due to the pandemic response and restarted the project again March 2021.

I visited each department/division over the past six months asking and learning what does "...best of the best of the Northwest" mean to you as a employee of the City of Walla Walla and the job functions you perform. Learned through the department visits that employees take pride in their work, there is teamwork across the departments, service to the community, highly trained employees, Walla Walla strives to hire the best employees, and support the organization in its mission.

POLICY ISSUES:

Why have Core Values, a Mission Statement, and Vision Statement?

- Provide a common direction for the organization - work towards common goals and objectives
- What is our purpose as an organization?
- Promote shared values throughout the organization
- Foundation for Strategic Plan Development: establish priorities and align/allocate resources to support those priorities

PLAN COMPLIANCE:

STRATEGIC PLAN:

Mission, Vision, Values is the foundation for an organization and our Strategic Plan update work.

COMPREHENSIVE PLAN:

Within the introduction statement of the Comprehensive Plan, Walla Walla 2040, the various elements within the comprehensive plan paint a picture of a Walla Walla that:

- Preserves the identity and **livability** while adapting to change
- Is inclusive of all people and celebrates a diverse **community**
- Fosters an atmosphere of economic diversity
- Preserves and builds on its history and culture
- Enhances the natural environment
- Supports transparency and **collaboration** in government

ALTERNATIVES:

1. Maintain current mission, vision, and values.

Vision Statement: Best of the best of the Northwest.

Mission Statement: We provide municipal services and programs essential to a desirable community in which to live, work, and play.

Core Values: Customer Focus, Excellence, Stewardship, Communication, Leadership, Integrity

STAFF RECOMMENDATION:

Adopt the following Core Values:

Integrity, Service, Collaboration, Equity, Leadership, Community

Adopt the following Mission Statement:

Dedicated to enhancing the quality of life in Walla Walla.

Maintain Current Visions Statement:

Walla Walla, best of the best of the Northwest.

CITY MANAGER COMMENTS:

Approved for City Council action.

Attachments

Res 2021-128

RESOLUTION NO. 2021-128

A RESOLUTION ADOPTING THE CITY OF WALLA WALLA STATEMENT OF ITS VISION, MISSION AND VALUES

WHEREAS, the Walla Walla City Council finds that it is appropriate to the good government of the City of Walla Walla to adopt a statement of vision, mission, and values; and

WHEREAS, the Walla Walla City Council finds that vision, mission, and values is the foundation of an organization and will guide the update of its Strategic Plan; and

WHEREAS, the Walla Walla City Council has considered the statement of its vision, mission, and values during a regularly and duly called public meeting of said Council, has given said statement careful review and consideration, and finds that the best interests of the City of Walla Walla will be served by adoption of the statement of vision, mission, and values,

NOW THEREFORE, the City Council of the City of Walla Walla do resolve as follows:

Section 1: The City of Walla Walla hereby adopts the following statement of its vision, mission, and values:

Vision: Walla Walla... the best of the best of the Northwest.

Mission Statement: Dedicated to enhancing the quality of life in Walla Walla.

Values: Integrity
Service
Collaboration
Equity
Leadership
Community

PASSED by the City Council of the City of Walla Walla, Washington, September 29, 2021.

Mayor

Attest:

Approved as to form:

City Clerk

City Attorney



ar-4360

Pgs. 11-22

City Council - Special Meeting

Meeting Date: 09/29/2021

Item Title: Zoll AutoPulse Automated CPR Machine

Submitted For: Eric Wood, Fire/Ambulance Department

Financial Comments:

The purchase of these two Zoll AutoPulse Automated CPR machines include the following:

2- New AutoPulse Automated CPR machines: \$10,758.61 each, for a total of \$ 21,517.22

6- AutoPulse Li-Ion Batteries: \$4,843.56

2- AutoPulse SurePower Charger: \$4,491.32

6- LifeBand (3 Pack): \$2,201.64

2- AutoPulse Quick Case: \$968.72

2- 3 year extended warranty: \$7,950.00

Discount applied: \$2,431.33

Total for two units with accessories: \$39,541.13 out of BARS number 51859448 Object Code 6400

All Contracts:

Yes

Federally funded contracts only:

Yes

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

The Walla Walla Fire Department is looking at purchasing two new Zoll AutoPulse automated CPR machines. These devices will be placed on our two front-line advanced life support ambulances and will aid in providing enhanced service delivery when dealing with cardiac arrest patients. The Zoll AutoPulse automated CPR machine replaces the human element of manual chest compressions and allows personnel on scene to be used more efficiently. Reducing exposure and close proximity to patients during the COVID-19 pandemic has also been a point of emphasis at the Walla Walla Fire Department. The use of the Zoll AutoPulse automated CPR machine allows rescuers to have a "hands off" approach during CPR, thus reducing the potential for exposure.

This expense, with use of the ARPA funds, is eligible per the Interim Final rule Section C General Government Services.

Information

HISTORY:

The Walla Walla Fire Department currently maintains and operates 5 advanced life support units with two of those units serving as front line apparatus. Currently, the Walla Walla Fire Department does not have any automated CPR machines within the fleet. However, the science has shown that utilization of such devices increase the likelihood of victim survival and discharge from hospital.

POLICY ISSUES:

City of Walla Walla Purchasing Policy

IV. Purchasing Methods

D. Bid and Quote Levels

- c. \$20,000 or more: Formal bid process

*There is only two manufacturers of automated CPR machines, that is Zoll and Lucas (through Stryker Medical) in the EMS industry.

*Zoll is utilized in all of our apparatus for our cardiac monitors. The AutoPulse will directly communicate with our cardiac monitors and provide real time data and feedback resulting in the most optimal delivery of advanced life support services. Standardization is necessary for continuity of operation and staff recommendation is to continue with the Zoll products.

PLAN COMPLIANCE:

STRATEGIC PLAN: Strategic Initiative 5- Mid Term: Achieve organizational and city resiliency.

1. Emergency Management planning and preparation (Long Term): The use of the Zoll AutoPulse automated CPR machine allows members to safely and efficiently provide optimal chest compressions during resuscitation attempts while reducing exposure when dealing with potential COVID positive patients.

COMPREHENSIVE PLAN: Capital Facilities and Utilities Goal 5 The sound fiscal management of government services and facilities promotes a transparent and collaborative relationship between government and residents.

CFU Policy 5.3 Anticipate and control demand for services to ensure that the City can maintain an appropriate level of service within its financial resources while serving new growth. The demand for service at the Walla Walla Fire Department continues to expand and increase since the onset of the Pandemic. The Walla Walla Fire Department is continuously adjusting our response measures to ensure that we are meeting the needs of our customers. The purchase of the Zoll AutoPulse automated CPR machines will provide the members of the department the ability to ensure that we are providing the highest level of care possible while accounting for the safety of our patients and members as it directly relates to the COVID-19 pandemic.

ALTERNATIVES:

Without the purchase of these automated CPR machines, the Walla Walla Fire Department will still be able to provide the traditional means of cardiopulmonary resuscitation with manual chest compressions.

STAFF RECOMMENDATION:

Staff recommends the purchase of two Zoll AutoPulse automated CPR machines as well as the defined accessories that are listed on the quote with use of the ARPA funds.

CITY MANAGER COMMENTS:

Approved for City Council action.

Attachments

Res 2021-125

Zoll AutoPulse Quote

Lucas Quote

Zoll Exclusion

RESOLUTION NO. 2021-125

A RESOLUTION AUTHORIZING THE PURCHASE OF AUTOMATED CPR MACHINES AND RELATED EQUIPMENT FROM ZOLL AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have “the broadest powers of local self-government consistent with the Constitution of this state.” RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[.]”and

WHEREAS, the City Fire Department requires automated CPR machines and related equipment; and

WHEREAS, section 39.04.280 of the Revised Code of Washington provides supplementary authority to cities to waive competitive bidding requirements for purchases which are clearly and legitimately limited to a single source of supply; and

WHEREAS, the City Ambulance Service currently utilizes Zoll equipment in all of its cardiac monitor apparatus, and it is essential that any new equipment be compatible with the existing equipment; and

WHEREAS, the procurement of equipment compatible with the existing city equipment is clearly and legitimately the single source of supply, and, any competitive bidding requirements which may apply are waived; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given this matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

NOW THEREFORE, the City Council of the City of Walla Walla do resolve as follows:

Section 1: The contract to furnish automated CPR machines and related equipment to the City of Walla Walla is hereby awarded to Zoll, and the City Manager of the City of Walla Walla, and designees of the City Manager, are hereby authorized, empowered and directed to purchase such equipment from Zoll, and execute such purchase orders, contracts, agreements, and other documents that may be required to make such purchases; provided that sufficient appropriations therefor have been made by the Walla Walla City Council.

Section 2: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and change orders to the contract

approved by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council.

Section 3: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the agreement approved by section 1 herein and any amendments, modifications or change orders authorized by section 2 herein, and to attach to each duplicate thereof a copy of this resolution.

Section 4: The Walla Walla City Council finds that the supply of an automated CPR machine and related equipment needed by the City is clearly and legitimately limited to a single source of supply, and, any competitive bidding requirements which may apply are waived.

PASSED by the City Council of the City of Walla Walla, Washington, September 29, 2021.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



TO: Walla Walla Fire Dept
170 N Wibur Ave
Walla Walla, WA 99362

Attn: **Eric Wood**

email: ewood@wallawalla.gov

Tel: 509-524-4605

ZOLL Medical Corporation

Worldwide HeadQuarters
269 Mill Rd
Chelmsford, Massachusetts 01824-4105
(978) 421-9655 Main
(800) 348-9011
(978) 421-0015 Customer Support
FEDERAL ID#: 04-2711626

QUOTATION 388938 V:1 PROMO

DATE: June 30, 2021

TERMS: Net 30 Days

FOB: Shipping Point

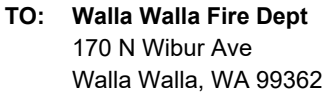
FREIGHT: Prepay and Add

ITEM	MODEL NUMBER	DESCRIPTION	QTY.	UNIT PRICE	DISC PRICE	TOTAL PRICE	
1	8700-0730-01	AutoPulse® System with Pass Thru - Generates consistent and uninterrupted chest compressions, offering improved blood flow during cardiac arrest. Includes Backboard, User Guide, Quick Reference Guide, Shoulder Restraints, Backboard Cable Ties, Head Immobilizer, Grip Strips, In-service Training DVD, and one year warranty.	2	\$11,324.85	\$10,758.61	\$21,517.22	*
2	8700-0752-01	AutoPulse® Li-Ion Battery - for use with the AutoPulse Platform.	6	\$849.75	\$807.26	\$4,843.56	*
3	8700-0753-01	Autopulse SurePower Charger, U.S. Tests, Charges and automatically verifies battery charge level. Includes User Guide and U.S Power Cord. Standard one (1) year warranty.	2	\$2,363.85	\$2,245.66	\$4,491.32	*
4	8700-0706-01	LifeBand® 3 pack - Single-use chest compression band. (3 per package)	6	\$386.25	\$366.94	\$2,201.64	*
5	8700-000850-40	AutoPulse® Quick Case, Blue - All-in-one carrying case and patient moving sheet for the Autopulse Resuscitation System.	2	\$509.85	\$484.36	\$968.72	*
6	8889-008730	3 Year Worry-Free AutoPulse Extended Warranty Plan - Payment in Full	2	\$3,975.00	\$3,975.00	\$7,950.00	
7		ACR Discount:				(\$2,431.33)	

To the extent that ZOLL and Customer, or Customer's Representative have negotiated and executed overriding terms and conditions ("Overriding T's & C's"), those terms and conditions would apply to quotation. In all other cases, this quote is made subject to ZOLL's Standard Commercial Terms and Conditions ("ZOLL T's & C's") which for capital equipment, accessories and consumables can be found at <http://www.zoll.com/GTC> and for software products can be found at <http://www.zoll.com/SSPTC> and for hosted software products can be found at <http://www.zoll.com/SSHTC>. Except in the case of overriding T's and C's, any Purchase Order ("PO") issued in response to this quotation will be deemed to incorporate ZOLL T's & C's, and any other terms and conditions presented shall have no force or effect except to the extent agreed in writing by ZOLL.

1. DELIVERY WILL BE MADE 60-90 DAYS AFTER RECEIPT OF ACCEPTED PURCHASE ORDER.
2. PRICES QUOTED ARE VALID FOR 60 DAYS.
3. APPLICABLE TAX, SHIPPING & HANDLING WILL BE ADDED AT THE TIME OF INVOICING.
4. ALL PURCHASE ORDERS ARE SUBJECT TO CREDIT APPROVAL BEFORE ACCEPTABLE BY ZOLL.
5. FORWARD PURCHASE ORDER AND QUOTATION TO ZOLL CUSTOMER SUPPORT AT esales@zoll.com OR FAX TO 978-421-0015.
6. ALL DISCOUNTS OFF LIST PRICE ARE CONTINGENT UPON PAYMENT WITHIN AGREED UPON TERMS.
7. PLACE YOUR ACCESSORY ORDERS ONLINE BY VISITING www.zollwebstore.com.

Jay Bowers
Territory Manager
253-722-4522



Tel: 509-524-4605

Worldwide HeadQuarters
269 Mill Rd
Chelmsford, Massachusetts 01824-4105
(978) 421-9655 Main
(800) 348-9011
(978) 421-0015 Customer Support
FEDERAL ID#: 04-2711626

FREIGHT: Prepay and Add

To the extent that ZOLL and Customer, or Customer's Representative have negotiated and executed overriding terms and conditions ("Overriding T's & C's"), those terms and conditions would apply to quotation. In all other cases, this quote is made subject to ZOLL's Standard Commercial Terms and Conditions ("ZOLL T's & C's") which for capital equipment, accessories and consumables can be found at <http://www.zoll.com/GTC> and for software products can be found at <http://www.zoll.com/SSPTC> and for hosted software products can be found at <http://www.zoll.com/SSHTC>. Except in the case of overriding T's and C's, any Purchase Order ("PO") issued in response to this quotation will be deemed to incorporate ZOLL T's & C's, and any other terms and conditions presented shall have no force or effect except to the extent agreed in writing by ZOLL.

Jay Bowers
Territory Manager
253-722-4522



Walla Walla Fire - x2 LUCAS

Quote Number: 10366229

Remit to: **Stryker Medical**

P.O. Box 93308

Version: 1

Chicago, IL 60673-3308

Prepared For: WALLA WALLA FIRE DEPT

Rep: Greg Beamer

Attn:

Email: greg.beamer@stryker.com

Phone Number:

Quote Date: 04/27/2021

Expiration Date: 07/26/2021

Delivery Address

Name: WALLA WALLA FIRE DEPT

Account #: 1293797

Address: 170 N WILBUR AVE

WALLA WALLA

Washington 99362-2548

End User - Shipping - Billing

Name: WALLA WALLA FIRE DEPT

Account #: 1293797

Address: 170 N WILBUR AVE

WALLA WALLA

Washington 99362-2548

Bill To Account

Name: CITY OF WALLA WALLA

Account #: 1293796

Address: 15 N 3RD AVE

WALLA WALLA

Washington 99362-1859

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	2	\$13,277.42	\$26,554.84
2.0	11576-000060	LUCAS Desk-Top Battery Charger	1	\$975.65	\$975.65
3.0	11576-000071	LUCAS External Power Supply	2	\$308.89	\$617.78
4.0	11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	2	\$596.45	\$1,192.90
5.0	11576-000046	LUCAS Disposable Suction Cup (3 pack)	2	\$116.92	\$233.84
Equipment Total:					\$29,575.01

ProCare Products:

#	Product	Description	Years	Qty	Sell Price	Total
6.1	78000017	ProCare LUCAS Preventive Maintenance: Annual onsite preventive maintenance inspection for LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	2	\$360.00	\$720.00



Walla Walla Fire - x2 LUCAS

Quote Number: 10366229

Remit to: **Stryker Medical**

Version: 1

P.O. Box 93308

Prepared For: WALLA WALLA FIRE DEPT

Chicago, IL 60673-3308

Attn:

Rep: Greg Beamer

Email: greg.beamer@stryker.com

Phone Number:

Quote Date: 04/27/2021

Expiration Date: 07/26/2021

#	Product	Description	Years	Qty	Sell Price	Total
7.1	78000022	ProCare LUCAS Protect Service: Unlimited onsite repairs including parts, labor and travel with battery coverage for LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	2	\$1,140.00	\$2,280.00
8.1	78000020	ProCare LUCAS Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	2	\$1,404.00	\$2,808.00
ProCare Total:						\$5,808.00

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$0.00
Grand Total:	\$35,383.01

Prices: In effect for 60 days.

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.



Walla Walla Fire - x2 LUCAS

Quote Number: 10366229

Version: 1

Prepared For: WALLA WALLA FIRE DEPT

Attn:

Quote Date: 04/27/2021

Expiration Date: 07/26/2021

Remit to:

Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep:

Greg Beamer

Email:

greg.beamer@stryker.com

Phone Number:

AUTHORIZED CUSTOMER SIGNATURE

Capital Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at <https://www.strykeremergencycare.com/terms>.

Search

e.g. 1606N020Q02, asph:



Select Domain
Entity Information



All Entity Information

Entity Registrations

Disaster Response Registry

Exclusions

Filter By



Keywords

Zoll



Classification



No matches found

We couldn't find a match for your search criteria.

Please try another search or go back to previous results.

Go Back



ar-4364

Pgs. 23-28

City Council - Special Meeting

Meeting Date: 09/29/2021

Item Title: Purchase of Water Meters and appurtenances from Ferguson Enterprises in the amount of \$37,674.23 including sales tax

Submitted For: Adrian Sutor, Public Works Department, Water

Project No:

N/A

Financial Comments:

Sole source purchase of water meters and appurtenances in the amount of \$37,674.23 including sales tax.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Purchase of water meters and appurtenances compatible with the City's Advanced Metering Infrastructure (AMI) system.

Information

HISTORY:

What: Purchase of sole source water meters (50), sensors (25), and other related parts compatible with the City's Advanced Metering Infrastructure (AMI) system.

Why: Inventory (stock)/replacement parts and meters.

POLICY ISSUES:

Purchases of \$20,000 or more require authorization from City Council.

PLAN COMPLIANCE:

STRATEGIC PLAN:

Strategic Initiative 2: Fix and Improve the City's Infrastructure.

Objectives

1. Use technology to provide better service and to improve management of operations
4. Maintain City Buildings and Facilities

COMPREHENSIVE PLAN:

N/A

ALTERNATIVES:

Council could provide direction to staff to consider other options.

STAFF RECOMMENDATION:

Adopt a resolution authorizing the purchase of water meters, sensors and appurtenances from Ferguson Enterprises in the amount of \$37,674.23 including sales tax.

CITY MANAGER COMMENTS:

Approved for City Council action.

Attachments

Res 2021-126

Sole Source Info.

RESOLUTION NO. 2021-126

A RESOLUTION AUTHORIZING THE CITY MANAGER OF THE CITY OF WALLA WALLA TO PURCHASE WATER METERS AND PARTS FROM FERGUSON ENTERPRISES, AND TAKING OTHER ACTION RELATED THERETO

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the City of Walla Walla has been required to by the federal Reduction of Lead in Drinking Water Act to replace water meters and other parts; and

WHEREAS, the City of Walla Walla has utilized meters and parts manufactured by Sensus; and

WHEREAS, compatibility with existing water system parts is essential for the proper functioning of the City's water system; and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have “‘the broadest powers of local self-government consistent with the Constitution of this state.’ RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[.]”and

WHEREAS, RCW 39.04.280 provides supplementary authority to cities to waive competitive bidding requirements for purchases which are clearly and legitimately limited to a single source of supply; and

WHEREAS, the supply of Sensus water meters and parts in this area is clearly and legitimately limited to Ferguson Enterprises as a single source of supply; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said contract careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:

Section 1: Competitive bidding requirements for the supply of water meters and parts is hereby waived.

Section 2: The contract for supply of water meters and parts is hereby awarded to Ferguson Enterprises, and the City Manager is authorized, empowered, and directed to execute such agreements, contracts, purchase orders and other documents that may be needed to purchase such water meters from Ferguson Enterprises on behalf of the City of Walla Walla.

Section 3: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and change orders to the a agreements, contracts, purchase orders and other documents authorized by section 2 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council, and provided further the aggregate value of all amendments, modifications, and change orders to each amended agreement may not exceed twenty thousand dollars (\$20,000.00).

Section 4: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the agreements, contracts, purchase orders, bills of sale, and other documents authorized by section 2 herein and any amendments, modifications or change orders authorized by section 3 herein, and to attach to each duplicate thereof a copy of this resolution.

PASSED by the City Council of the City of Walla Walla, Washington, September 29, 2021.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



**SOLE SOURCE
JUSTIFICATION FORM**

Item: Water Meters

1. Describe the item and its function.

Records water consumption

2. The item is a sole source¹ because:

- ☒ sole provider of a licensed or patented good or service
- ☒ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- ☒ sole provider of factory-authorized warranty service
- ☒ sole provider of goods or services that will meet the specialized needs of the City or perform the intended function (detail below or in an attachment)
- ☐ the vendor/distributor is a holder of a used item that would represent good value and is advantageous to the City (attach information on market price survey, availability, etc.)

3. What necessary features does this vendor provide which are not available from other vendors? Be specific.

Compatibility with our AMI system

4. What steps were taken to verify that these features are not available elsewhere?

- ☐ other brands/manufacturers were examined (list phone numbers and names, and explain why these were not suitable):
- ☐ other vendors were contacted (list phone numbers and names, and explain why these were not suitable):
- ☒ other (please explain):

Process of selecting an AMI system, including the water meters.

¹ Sole Source: only one vendor possesses the unique and singularly available capability to meet the requirement of the solicitation.

Department: Public Works


Department Contact: Adrian Sutor Phone: 509-527-4380

Requested Vendor: Ferguson Water Works

Vendor Contact: Doug Kubik Phone: 509-655-1995

Cost Estimate: \$37,000


My department's recommendation for sole source is based upon an objective review of the good/service being required and appears to be in the best interest of the City. I know of no conflict of interest on my part or personal involvement in any way with this request. No gratuities, favor, or compromising action have taken place. Neither has my personal familiarity with brands, types of equipment, materials or firms been a deciding influence on my request to sole source this purchase when there are other known suppliers to exist.



Signature of Requestor

9/3/2021

Date



Signature of Department Head or Designee

9/7/2021

Date



ar-4082

Pgs. 29-41

City Council - Special Meeting

Meeting Date: 09/29/2021

Item Title: September Budget Amendment

Submitted For: Jean Teasdale, Finance Department

Financial Comments:

If the budgets are not adjusted, the task of managing the City's resources becomes more difficult, since staff would be relying on outdated revenue and expense budget information to make decisions. Also, the City would not have accurate records from which to plan and manage in the future. Finally, State Auditors could issue an audit finding if actual expenditures exceed those authorized by Council action.

The City will not know the full impact of COVID-19 on the revenue and expenditures until later in the year. Departmental spending is limited to only essential expenses. If amended as proposed, the total Unassigned General Fund balance is projected to be \$6,046,638 (15.66%) as of December 31, 2021.

All Contracts:

Not Applicable

Federally funded contracts only:

Not Applicable

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Ordinances Amending 2021-22 Biennium Operations Maintenance & Operations Budget; and the Capital Improvement Project (CIP) budget.

Information

HISTORY:

HISTORY: Certain developments related to the City's 2021-2022 Biennium Maintenance & Operations (M&O) Budget and CIP Budget necessitate consideration of an amendment adjusting that budget. This is the fourth budget amendment for the first year of the biennium and includes numerous modifications to capital projects due to the ARPA funding awarded to the City since adoption of the 2021-2022 Biennium Budget and other revenue and expense adjustments of an accounting nature. Highlights of those adjustments adding to the budget include:

Revenues

- Increase revenue in the General Fund by \$600,000 in general sales tax, public safety tax, and local criminal justice based on estimated revenue calculations.
- Increase revenue for the General Fund by \$134,710 from a one-time payment received

from the State of Washington for support of law enforcement due to new state RCW requirements.

- Increase revenue in the REET Fund of \$150,000 in real estate excise tax was collected.
- An increase in revenue for the Lodging Tax Fund of \$325,000 for the Hotel/Motel tax based on estimated revenue calculations.
- Increase in revenue for the Water Fund of \$816,040 for payments received from FEMA and WCIA for the 2020 flood damage repairs.
- Increase in revenue for the Vehicle Replacement Fund of \$688,140 in ARPA and general fund dollars as a transfer from the General Fund to purchase the new fire truck for the Fire Department.

Expenses

- Increase expenditures in the Vehicle Replacement Fund by \$688,140 in ARPA funding and general fund dollars as a Capital Improvement Plan

The Capital Improvement Plan (CIP) modifications are adjustments to revenues and expenses for new and existing projects and the closure of projects. The modifications also include cost and revenue updates based on project experience to date.

Spreadsheets outlining the 2021-2022 M&O Budget adjustments and the modifications to the Capital Improvement Plan are attached for review.

Transfer from the General Fund to purchase a fire truck for the Fire Department.

POLICY ISSUES:

Amending the Maintenance and Operation Budget is an ongoing process that results in a more up-to-date fiscal plan responsive to the City's actual experience in terms of revenues and expenditures and is more accurately representative of the cost of delivering services to the citizens of Walla Walla. It is a sound fiscal practice that enables managers to expend City resources as authorized by the Council and make decisions related to the delivery of City services and facilities. Additionally, the State prohibits the expenditure of funds in excess of the limits authorized by the Council.

PLAN COMPLIANCE:

STRATEGIC PLAN:

The 2021-2022 budget amendment addresses all five strategies from the Strategic Plan.

Strategic Initiative 1 – Short-term: Foster and commit to a program to improve leadership skills and organizational development; Strategic Initiative 2 – Long-term: Fix and Improve the City's Infrastructure; Strategic Initiative 3 – Mid-term: Develop a strategic communications plan; Strategic Initiative 4 – Long-term: Encourage Economic development to strengthen the community; Strategic Initiative 5 – Mid-term: Achieve organizational and city resiliency.

ALTERNATIVES:

Direct staff to develop alternative budget adjustments and/or a Capital Improvement Plan as desired by the Council, which provides authority to meet audit requirements.

STAFF RECOMMENDATION:

Approve the ordinances that amend (1) the 2021-2022 Maintenance and Operations Budget; and (2) the Capital Improvement Plan.

CITY MANAGER COMMENTS:

Approved for City Council action.

Attachments

Ord 2021-127

Ord 2021-128

Budget Summary

Operations Detail

CIP Detail

ORDINANCE NO. 2021-27

AN ORDINANCE AMENDING THE 2021-2022 CITY OF WALLA WALLA MAINTENANCE
AND OPERATIONS BUDGET

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, section 35A.33.120 of the Revised Code of Washington authorizes budget adjustments; and

WHEREAS, certain anticipated revenues included in the 2021-2022 Maintenance and Operations and CIP Budgets will not be received and new sources have been identified; and

WHEREAS, certain necessary expenditures were not anticipated and therefore not included in the 2021-2022 Operations and Construction Budgets; and

WHEREAS, the Walla Walla City Council considered this ordinance during regularly and duly called public meeting of said Council, and has given said ordinance careful review and consideration, and finds passage of this ordinance to be in the best interest of the City;

NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:

Section 1: That the 2021-2022 Maintenance and Operations Budget and CIP Budget be amended to include the following adjustments to revenues:

	2021 M&O	2021 CIP
General Fund	\$ 1,009,840	\$ -
Street Fund	\$ -	\$ 184,540
REET Fund	\$ 150,000	\$ -
Lodging Tax Fund	\$ 325,000	\$ -
Tourism Promotion Fund	\$ 55,000	\$ -
Drug Fund	\$ 8,000	\$ -
Cemetery Reserve Fund	\$ 1,950	\$ -
Street Construction Fund	\$ -	\$ 380,410
TBD Fund	\$ 350,000	\$ -
Golf Fund	\$ 1,250	\$ -
Water Fund	\$ 856,040	\$ 45,120
Stormwater Fund	\$ (37,009)	\$ 176,980
Wastewater Fund	\$ 35,000	\$ -
Landfill Fund	\$ 111,040	\$ -
Dispatch Fund	\$ 28,150	\$ -
Vehicle Equipment Fund	\$ 743,140	\$ -
Total	\$ 3,637,401	\$ 787,050

Section 2: That the 2021-2022 Maintenance and Operations Budget be amended to include the following adjustments to expenditures:

	2021 M&O	2021 CIP
General Fund	\$ 688,140	\$ (300,000)
Street Fund	\$ -	\$ 54,000
Housing Fund	\$ (4,000)	\$ -
REET Fund	\$ -	\$ (150,000)
Street Construction Fund	\$ -	\$ 341,097
TBD	\$ -	\$ 51,000
Water Fund	\$ 113,425	\$ 20,000
Stormwater Fund	\$ -	\$ 90,000
Wastewater Fund	\$ -	\$ 131,140
Ambulance Fund	\$ 82,940	\$ -
Water IRRP Fund	\$ -	\$ -
Equipment Replacement Fund	\$ -	\$ -
Total	\$ 880,505	\$ 237,237

Section 3: That the 2021-2022 Maintenance and Operations Budget be amended to include the following adjustments to/(from) committed cash:

Committed/Restricted

	Cash/Fund Balance
General Fund	\$ 700,000
Total	\$ 700,000

Section 4: This ordinance is in the best interest of the City of Walla Walla.

Section 5: That if any item, section or part of this ordinance be adjudged invalid, such adjudication shall not affect the validity of this ordinance as a whole, or any item, section, or part thereof not adjudged to be invalid.

Section 6: This ordinance being one required by law shall take effect and be in full force and effect upon its passage in its entirety as provided by law.

PASSED by the City Council of the City of Walla Walla, Washington this 29th day of September 2021.

Mayor

Attest:

Approved as to form:

City Clerk

City Attorney

ORDINANCE NO. 2021-28

AN ORDINANCE ESTABLISHING NEW CAPITAL PROJECTS AND AMENDING THE CITY OF WALLA WALLA CAPITAL IMPROVEMENT PROJECT BUDGET.

WHEREAS, certain new projects need to be established in the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, certain existing projects need to be amended to the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, certain existing projects are completed and need to be removed from the City of Walla Walla Capital Improvement Project Budget; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given careful review and consideration, and finds that adjustment of the Capital Improvements Project (CIP) Budget is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by making said adjustments,

NOW THEREFORE, the City Council of the City of Walla Walla do ordain as follows:

Section 1: That the following existing projects be amended in the City of Walla Walla's CIP Budget:

Project Title	Revenue	Expense	Committed Cash
Washington/Francis/Delmas	-	-	\$58,600
City-wide Pedestrian Safety	\$394,800	-	-
Rose Street Bridge	\$104,400	-	\$120,690
Poplar, 5 th to Colville	\$325,000	-	-

Section 2: That the following new projects be amended in the City of Walla Walla's CIP Budget:

Project Title	Revenue	Expense	Committed Cash
Trunk Main Sewer CIPP			\$100,000
WWTP Improvements Phase 1			\$819,600

Section 3: This ordinance is in the best interest of the City of Walla Walla.

Section 4: That if any item, section, or part of this ordinance can be adjudged invalid, such adjudication shall not affect the validity of this ordinance, as a whole, or any item, section or part thereof, not adjudged invalid.

Section 5: This ordinance being one required by law shall take effect and be in full force upon its passage and publication as provided by law.

PASSED by the City Council of the City of Walla Walla, Washington this 29th day of September, 2021.

Mayor

Attest:

City Clerk

Approved as to Form:

City Attorney

September 22, 2021 Budget Summary

#	Fund	2021 Operating Revenue	2021 CIP Revenue	2021 Total Revenue
010	General Fund	1,009,840	-	1,009,840
112	Street Fund	-	184,540	184,540
122	REET Fund	150,000	-	150,000
126	Lodging Tax Fund	325,000	-	325,000
127	Tourism Promotion Fund	55,000	-	55,000
137	Drug Fund	8,000	-	8,000
190	Cemetery Reserve Fund	1,950	-	1,950
320	Street Construction Fund	-	380,410	380,410
399	TBD Fund	350,000	-	350,000
413	Golf Fund	1,250	-	1,250
416	Water Fund	856,040	45,120	901,160
417	Stormwater Fund	(37,009)	176,980	139,971
418	Wastewater Fund	35,000	-	35,000
419	Landfill Fund	111,040	-	111,040
510	Dispatch Fund	28,150	-	28,150
518	Vehicle Equipment Fund	743,140	-	743,140
Total:		<u>3,637,401</u>	<u>787,050</u>	<u>4,424,451</u>

#	Fund	2021 Operating Expense	2021 CIP Expense	2021 Total Expense
010	General Fund	688,140	(300,000)	388,140
112	Street Fund	-	54,000	54,000
123	Housing Fund	(4,000)	-	(4,000)
122	REET Fund	-	(150,000)	(150,000)
320	Street Construction Fund	-	341,097	341,097
399	TBD	-	51,000	51,000
416	Water Fund	113,425	20,000	133,425
417	Stormwater Fund	-	90,000	90,000
418	Wastewater Fund	-	131,140	131,140
429	Ambulance Fund	82,940	-	82,940
Total:		<u>880,505</u>	<u>237,237</u>	<u>1,117,742</u>

010	General Fund	700,000	Set aside for Millcreek Channel
416	Water Committed Cash	52,160	Increased project funding commitments
417	Stormwater Committed Cash	78,560	Increased project funding commitments
418	Wastewater Committed Cash	968,530	Increased project funding commitments
Total:		<u>1,799,250</u>	

September 22, 2021 Budget Amendment - Operations

REVENUE ADJUSTMENTS				
Fund and Account Description	ORG Code	Object Code	Budget Adjustment Explanation	Totals
GENERAL FUND				
City Sales Tax	01000000	313100	Increase per revenue projections	350,000
Public Safety Tax	01000000	313150	Increase per revenue projections	100,000
Local Criminal Justice	01000000	313710	Increase per revenue projections	150,000
Private Contributions	10000000	367000	Increase per revenue received	43,820
Summer Lunch Program	11500000	333100	Grant was awarded to the School District	(85,360)
OSPI Grant	11500000	334051	Grant was awarded to the School District	(7,300)
Program Fees	11500000	347601	Increase per revenue received	18,000
Private Contributions	11500000	367000	Increase per revenue received	6,600
Memorial Pool Passes	11600000	347310	Increase per actual revenue received	15,560
Department of Natural Resources	11700000	334023	State grant revenue received	20,000
Sale of Graves	11800000	343620	Increase per actual revenue received	20,000
Sale of Niches	11800000	343630	Increase per actual revenue received	47,000
Cell Tower Lease	11800000	362300	Increase per 2021 lease rates	4,200
State Fire Mobilization	12202000	342211	Increase per revenue received	15,000
Private Contributions	12301000	367000	Increase per actual revenue received	5,000
Law Enforcement Services	13000000	342100	Increase per revenue received	2,130
City Legislation Assistance	13100000	335040	One-time state criminal justice revenue	134,710
Law Enforcement Services	13100000	342100	Increase per revenue received	4,160
Department of Commerce Grant	14100000	334042	Increase per actual revenue received	53,000
Development Applications	14105000	345811	Increase per revenue received	800
2018 CDBG Entitlement Grant	16200000	331140	Increase per actual revenue received	12,200
Intergovernmental Contribution	16400000	337000	Increase per actual revenue received	25,850
Fire Insurance Premium Tax	18200000	336069	Increase per actual revenue received	5,300
Fed Ind- Dept of Justice	23200000	333160	Increase per actual revenue received	16,100
Fed Ind- Dept of Justice	23300000	333160	Grant Awarded for 7/1/2021-6/30/2022	53,070
TOTAL GENERAL FUND				1,009,840
REET FUND				
Real Estate Excise Tax	12212200	318340	Increase per revenue projections	150,000
TOTAL REET FUND				150,000
LODGING TAX FUND				
Hotel Motel Lodging	12600000	313310	Increase per revenue projections	162,500
Hotel Motel Stadium	12600000	313311	Increase per revenue projections	162,500
TOTAL LODGING TAX FUND				325,000
TOURISM PROMOTION FUND				
Tourism Promotion Tax	12700000	345600	Increase per revenue projections	55,000

September 22, 2021 Budget Amendment - Operations

TOTAL TOURISM PROMOTION FUND				<u>55,000</u>
DRUG FUND				
Private Contribution	13700000	3670000	Increase per actual revenue received	8,000
TOTAL DRUG FUND				<u>8,000</u>
CEMETERY FUND				
Interfund Interest	19000000	361430	Increase per interest received	1,950
TOTAL CEMETERY FUND				<u>1,950</u>
TBD FUND				
Public Transportation Tax	39900000	313210	Increase per revenue projections	350,000
TOTAL TBD FUND				<u>350,000</u>
GOLF COURSE FUND				
Cell Tower Lease	41300000	362300	Increase per lease agreement	1,250
TOTAL GOLF COURSE FUND				<u>1,250</u>
WATER FUND				
Meter Install & Other	41600000	343431	Increase per actuals trend	40,000
State Grant Military Dept.	41600000	334018	2020 Flood State Military payment	12,230
Insurance Recoveries	41600000	372000	2020 Flood WCIA payment	389,240
FEMA Grant - Frost Heave	41600000	333970	2020 Flood FEMA payment	414,570
TOTAL WATER FUND				<u>856,040</u>
STORMWATER FUND				
State Grant Dept. of Ecology	41700000	334311	Close out Water Quality Grant	(37,009)
TOTAL STORMWATER FUND				<u>(37,009)</u>
WASTEWATER FUND				
Discharge Fines and Penalties	41800000	359002	Increase per actuals trend	30,000
Capital Recovery Fee	41800000	379020	Increase per actuals trend	5,000
TOTAL WASTEWATER FUND				<u>35,000</u>
LANDFILL FUND				
Insurance Recoveries	41900000	372000	Increase per actual payment	65,780
Dept. of Ecology LSWFA	41925000	334314	Dept of Ecology Hazardous Waste Grant	67,250
State Grant Dept. of Ecology	41926000	334031	Close 2019-2021 Recycling Grant	(21,990)
TOTAL LANDFILL FUND				<u>111,040</u>
DISPATCH FUND				
Federal Indirect DOT	51000000	333200	Increase per revenue received	160
Dispatch Services	51000000	342800	Increase per revenue received	27,990
TOTAL DISPATCH FUND				<u>28,150</u>

September 22, 2021 Budget Amendment - Operations

VEHICLE EQUIPMENT FUND

Equipment Replacement	51800000	348050		26,000	
Transfer in General Fund	51800000	397010	GF transfer for fire truck	688,140	
Proceeds of the Sale of Capital	51800000	395100	Increase per actual revenue received	29,000	
TOTAL VEHICLE EQUIPMENT FUND					743,140
Total Revenue Adjustment:					3,637,401

EXPENSE ADJUSTMENTS

Fund and Account Description	ORG Code	Object Code	Budget Adjustment Explanation		Totals
GENERAL FUND					
Transfer-Out Vehicle Replacement	19059700	0518	Transfer to 518 fire truck	688,140	688,140
HOUSING FUND					
City Utilities	12355930	4400	Reduces expense	(4,000)	(4,000)
TOTAL HOUSING FUND					
WATER FUND					
Intergovernmental Loan Interest	41640092	8310	Debt service interest	113,425	113,425
TOTAL WATER FUND					
AMBULANCE FUND					
Salaries/Wages	42952270	1100	Community Paramedic	36,890	
LEOFF Contributions	42952270	2105	Community Paramedic	3,600	
Industrial Insurance	42952270	2200	Community Paramedic	300	
Medical Insurance	42952270	2300	Community Paramedic	15,550	
Social Security/Medicare	42952270	2500	Community Paramedic	600	
Vehicle Replacement	42952270	4966	DC of Ambulance command vehicle	26,000	
TOTAL AMBULANCE FUND					82,940
Total Expense Adjustment:					880,505
FUND BALANCE ADJUSTMENTS					
FUND BALANCE					
Committed Fund Balance	010	286000	Transfer from unrestricted- Millcreek Channel	(700,000)	
Unrestricted Fund Balance	010	288000	Transfer to committed - Millcreek Channel	700,000	
Total Fund Balance Adjustment:					0

September 22, 2021 Budget Amendment - CIP

REVENUE ADJUSTMENTS					
CIP BUDGET ADJUSTMENT	Project	Org Code	Object Code	Budget Adjustment Explanation	Totals
TRANSPORTATION FUND					
Transfer-In Street Construct	br2101	11200000	397320	Transfer in for Wilbur Bridge Maintenance	184,540
TOTAL TRANSPORTATION FUND					<u>184,540</u>
STREET CONSTRUCTION FUND					
Transfer-In Wastewater	ww1801	32009000	397418	Transfer in for Washington/Francis/Delmas	131,140
Transfer-In Water	st2105	32009000	397416	Transfer in for Lowden & 12th Roadway	20,000
Transfer-In Streets	st2105	32009000	397112	Transfer in for Lowden & 12th Roadway	54,000
Transfer-In GF	st180006	32009000	397010	Cancel transfer of funds due to funding from Rose Bridge Grant	(300,000)
Transfer-In REET	st180006	32009000	397122	Cancel transfer of funds due to funding from Rose Bridge Grant	(150,000)
Transfer-In TBD	tbd9026	32009000	397399	Transfer in City Match Funding for Poplar St Grant	35,000
Capital Contrib Fed Ind DOT	tbd9026 .GRANT.FED.DOT	32000000	375201	Poplar Street - Colville to 5th Grant Award Design Phase	223,300
Capital Contrib Fed Ind DOT	st1901 .GRANT.FED.DOT	32000000	375200	City-wide Pedestrian Safety Grant Award Construction Phase	394,800
Capital Contrib Fed Ind DOT	irrp018	32000000	375203	Close Isaacs Ave WSDOT STBG Grant	(27,830)
TOTAL STREET CONSTRUCTION FUND					<u>380,410</u>
STORMWATER FUND					
Capital Contrib Fed Ind DOT	st180006.GRANT.FED.DOT	41630000	375202	Rose Street WSDOT Grant Awarded	45,120
TOTAL STORMWATER FUND					<u>45,120</u>
STORMWATER FUND					
Transfer-In TBD	tbd9026	41700000	397399	Transfer in for Poplar Street TBD Contribution	16,000
Capital Contrib Fed Ind DOT	tbd9026 .GRANT.FED.DOT	41730000	375201	Poplar Street - Colville to 5th Grant Award Design Phase	101,700
Capital Contrib Fed Ind DOT	st180006.GRANT.FED.DOT	41730000	375202	Rose Street WSDOT Grant Awarded	59,280
TOTAL STORMWATER FUND					<u>176,980</u>
Total Revenue Adjustment:					<u><u>787,050</u></u>

EXPENSE ADJUSTMENTS					
CIP BUDGET ADJUSTMENT	Project	Org Code	Object Code	Budget Adjustment Explanation	Totals
GENERAL FUND					
Transfers-Out Streets Const	st180006	19059700	0320	Cancel transfer of funds due to funding from Rose Bridge Grant	(300,000)
TOTAL GENERAL FUND					<u>(300,000)</u>
TRANSPORTATION FUND					
Transfer-Out Streets Const	st2105	11259700	0320	Transfer out for Lowden & 12th Roadway	54,000
TOTAL TRANSPORTATION FUND					<u>54,000</u>
REET FUND					
Transfer-Out Streets Const	st180006	12259700	0320	Cancel transfer of funds due to funding from Rose Bridge Grant	(150,000)
TOTAL REET FUND					<u>(150,000)</u>
STREET CONSTRUCTION FUND					
CWIP - Poplar- Colville to 5th	tbd9026	32059510	6736	Increase for Poplar St Grant City Match	35,000
CWIP - Poplar- Colville to 5th	tbd9026	32059510	6736	Poplar Street - Colville to 5th Grant Award Design Phase	223,300
CWIP-2021 Pedestrian Safety	st1901	32059569	6728	Increase for Pedestrian Safety Grant Awarded	82,790
Contractual/Professional Serv	br2101	32054250	4100	Wilbur Bridge, move funds to Transportation Fund	(160,396)

CIP BUDGET ADJUSTMENT	Project	Org Code	Object Code	Budget Adjustment Explanation	Totals
Engineering Services	br2101	32054210	4963	Wilbur Bridge, move funds to Transportation Fund	(24,137)
Transfers-Out Street Ops	br2101	32059700	0113	Transfer out for Wilbur Bridge Maintenance	184,540
TOTAL STREET CONSTRUCTION FUND					<u>341,097</u>
TBD STREET CONSTRUCTION					
Transfers-Out Street Const	tbd9026	39959700	0320	Transfer out for Poplar St Grant City Match Funding	35,000
Transfers-Out Stormwater	tbd9026	39959700	0417	Transfer out for Poplar St Grant City Match Funding	16,000
TOTAL TBD STREET CONSTRUCTION					<u>51,000</u>
WATER FUND					
Transfer-Out Streets Const	st2105	41630597	0320	Transfer out for Lowden & 12th Roadway	20,000
TOTAL WATER FUND					<u>20,000</u>
STORMWATER FUND					
CWIP - Poplar- Colville to 5th	tbd9026	41759540	6736	Poplar Street - Colville to 5th Grant Award Design Phase	90,000
TOTAL WATER FUND					<u>90,000</u>
WASTEWATER FUND					
Transfers-Out Streets Const	ww1801	41859700	0320	Transfer out for Washington/Francis/Delmas	131,140
TOTAL WASTEWATER FUND					<u>131,140</u>
Total Expense Adjustment:					<u>237,237</u>

TRANSFERS TO/FROM DESIGNATED CASH					
CIP BUDGET ADJUSTMENT	Project	Org Code	Object Code	Explanation	Totals
WATER FUND					
Construction cash committed	st180006	416	111130	Rose Bridge Construction Phase	52,160.00
					<u>52,160.00</u>
STORMWATER FUND					
Construction cash committed	st180006	417	111130	Rose Bridge Construction Phase	68,530.00
Construction cash committed	ww1801	417	111130	Washington/Francis/Delmas Construction Phase	10,030.00
					<u>78,560.00</u>
WASTEWATER FUND					
Construction cash committed	ww1801	418	111130	Washington/Francis/Delmas Construction Phase	48,570.00
Construction cash committed	ww2202	418	111130	Trunk Main Sewer CIPP	100,000.00
Construction cash committed	wwtp2201	418	111130	WWTP Improvements Phase 1	819,960.00
					<u>968,530.00</u>

EXISTING CONSTRUCTION PROJECTS	Project	Revenue	Expense	Committed Cash
Washington/Francis/Delmas	ww1801	-	-	58,600.00
City-wide Pedestrian Safety	st1901	394,800.00	-	-
Rose Street Bridge	st180006	104,400.00	-	120,690.00
Poplar - Colville to 5th Ave	tbd9026	325,000.00	-	-
NEW PROJECTS	Project	Revenue	Expense	Committed Cash
Trunk Main Sewer CIPP	ww2202	-	-	100,000.00
WWTP Improvements Phase 1	wwtp2201	-	-	819,960.00



ar-4372

Pgs. 42-50

City Council - Special Meeting

Meeting Date: 09/29/2021

Submitted For: Kammy Hill, Support Services

Add'l Contributors:

Information

ITEM TITLE:

Approval of minutes of the regular meeting held September 8, 2021.

Attachments

09-08-2021 Minutes

WALLA WALLA CITY COUNCIL
Regular Meeting Minutes
September 8, 2021

1. CALL TO ORDER

Mayor Scribner called the meeting to order at 6:30 p.m.

Present: Councilmembers Yazmin Bahena, Riley Clubb, Myron Huie, Ted Koehler, Steve Moss, Susan Nakonieczny, and Mayor Tom Scribner.

Absent: None.

City staff in attendance: City Manager Nabel Shawa, City Attorney Tim Donaldson, Deputy City Manager Elizabeth Chamberlain, Public Works Director Ki Bealey, Parks & Recreation Director Andy Coleman, Senior Planner Jon Maland, and City Clerk Kammy Hill.

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS AND PROCLAMATIONS

- A. Mayor Scribner read the proclamation declaring the week of September 17 through September 23 as "Constitution Week."

4. PUBLIC COMMENTS

Sharon Schiller, Walla Walla, had comments on perceived bias shown by the Union Bulletin.

Suzy Kunda, Walla Walla, expressed her concerns with an abandoned property in her neighborhood and lack of response through Code Enforcement.

5. CONSENT AGENDA

Staff introduced the Consent Agenda, Items A through C, as follows:

- A. Resolution No. 2021-121 authorizing a professional services contract with Anderson Perry & Associates for design and construction management of the landfill road and compost pad improvements project in the amount of \$121,890.

WALLA WALLA CITY COUNCIL MINUTES
SEPTEMBER 8, 2021
PAGE 2

- B. Resolution No. 2021-122 authorizing payment of permit fees and capital facility charges for the Walla Walla Housing Authority project for affordable and supportive housing from the Housing fund, in an amount not to exceed \$57,406.
- C. Approval of minutes of the August 23, 2021, Work Session and August 25, 2021, regular meeting.

Mayor Scribner invited public input. No one in the audience chose to address the City Council on any of these items.

Staff explained the origin of the money in the housing fund and its use to pay permit and capital facilities fees for the Housing Authority for an affordable housing project.

Councilmember Moss moved to adopt Consent Agenda Items A through C. Councilmember Nakonieczny seconded the motion. The motion unanimously carried with 7 yes votes and 0 no votes.

6. ACTIVE AGENDA

- A. Public hearing and Ordinance No. 2021-26 adopting amendments to the Comprehensive Plan land use map and text amendments and amendments to the Land Use Map and Zoning Map for 2021.

Staff outlined the Comprehensive Plan amendment process. The land use map amendments include:

- CPA-21-0002 – Irene Street and Cherry Street. North: Land Use Map amendment from Public to Industrial and a Municipal Code (Zoning Code) Map amendment from Public Reserve (PR) to Heavy Industrial (IH). South and East: Land Use Map amendment from Industrial to Public and Municipal Code (Zoning Code) Map amendment from Heavy Industrial (IH) to Public Reserve (PR). Both staff and the Planning Commission recommend approval.
- CPA-21-0003 – Ice Burg - 604 and 608 West Birch Street. Current Land Use Map Designation: Residential. Proposed Land Use Map Designation: Commercial. Current Zoning Map Designation: Neighborhood Residential (RN). Proposed Zoning Map Designation: Highway Commercial (CH). Planning Commission recommends approval of change only

WALLA WALLA CITY COUNCIL MINUTES
SEPTEMBER 8, 2021
PAGE 3

for 608 West Birch due to concerns with loss of housing unit. Staff recommends approval change to both properties.

- CPA-21-0004 – 922 Bonsella. Current Land Use Map Designation: Public. Proposed Land Use Map Designation: Residential. Current Zoning Map Designation: Public Reserve (PR). Proposed Zoning Map Designation: Neighborhood Residential (RN). Both staff and the Planning Commission recommend approval.
- The Community Council proposed Comprehensive Plan text amendments were reviewed. Staff is proposing minor changes to the text that was submitted, mostly for clarity.

Mayor Scribner declared the public hearing open.

Suzy Kunda remarked on the inclusion of neighborhood blight in the Comprehensive Plan policies.

Rachel Elfenbein commented on the text amendments proposed by a Community Council subcommittee and the multi-year process in studying affordable housing.

Dorothy Knudson reported she is a resident of the Rancho Villa mobile home park and would like the City to preserve the property as a mobile home park to ensure the continuance of affordable housing.

Bill Fleenor felt that property owner rights should be protected, and the zoning of the property owned by the Ice Burg should be changed as requested.

There being no further public testimony, Mayor Scribner declared the public hearing closed.

There was discussion on why all the amendments were brought together as one ordinance. Staff explained that amendments are to be considered contemporaneously under the Growth Management Act. A vote can be taken separately on the amendment for the Ice Burg.

Councilmember Moss moved to adopt Ordinance No. 2021-26 except for the amendment for the Ice Burg. Councilmember Clubb seconded the motion. The motion unanimously carried with 7 yes votes and 0 no votes.

WALLA WALLA CITY COUNCIL MINUTES
SEPTEMBER 8, 2021
PAGE 4

There was discussion on the intent of the property owner to remove the two residential homes at 604 and 608 Birch Street to improve circulation for the two commercial businesses located adjacent to the properties. The owner, Mr. Coleman, has offered relocation assistance to his current tenants. Multi-family housing is also allowed in a highway commercial zone.

Councilmember Moss moved to approve the rezone for both 604 and 608 Birch Street for the Ice Burg application. Councilmember Huie seconded the motion. The motion unanimously carried with 7 yes votes and 0 no votes.

- B. Mayor Scribner read Resolution No. 2021-124 regarding the preservation of the Veterans Memorial Golf Course. This resolution commits to preserving the golf course as an 18-hole, par 72, 6,400-yard public golf course.

Mayor Scribner invited public input.

Chris Repass, current partner in the Veterans Memorial Golf Course, asked if this resolution could include a time frame for requiring no changes to the golf course. Council and Staff explained there is no mechanism for binding future City Councils to an action made by the current City Council.

Councilmember Huie moved to adopt Resolution No. 2021-124. Councilmember Nakonieczny seconded the motion. The motion unanimously carried with 7 yes votes and 0 no votes.

Resolution No. 2021-123 authorizing a lease agreement with W3 Entertainment for operation and maintenance of the Veterans Memorial Golf Course.

Staff reported there is no intent to change the golf course from eighteen holes to nine holes and outlined:

- Reasons for a 25-month lease due to the early termination of the existing lease agreement.
- Future capital projects at the golf course competing with limited general fund dollars.
- Request for proposal and selection process.
- "Repurposing" means finding compatible uses with golf.

WALLA WALLA CITY COUNCIL MINUTES
SEPTEMBER 8, 2021
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- The W3 Entertainment proposal was the only one to identify the staff that will be handling the actual operation of the golf course; the only proposal to include creating and marketing a youth outreach program; and the only proposal for engaging the Walla Walla Community College to create a collaborative teaching environment.
- W3 Entertainment's corporate status.
- Written permission by the City is required before the use of premises for any special events not related to golf.
- Requirements within the lease agreement for any extension beyond the initial 25-months.
- The big picture including the potential additional use of the golf course for music events. These events are important to Walla Walla residents and to draw in new visitors. In addition, there will be imposed a five percent "ticket tax" for music events to add revenue to the City's general fund.
- City expectations of W3 Entertainment include:
 - Operate a well-run golf course, with the key personnel they've identified. The golf course will at least be maintained to the current level.
 - Create and market a youth program to expand access to golf at a young age.
 - Work with WWCC to provide students the opportunity to apply new skills in a real-world setting.
 - Sell out the concerts, generate revenue, grow tourism, and increase the joy of our residents and golfers.

Mayor Scribner invited public input.

Chris Repass asked if the revenue from the concerts will be dedicated to the golf course. Staff clarified that this revenue would go into the City's general fund.

Jay Babbitt felt that W3 Entertainment is not qualified to operate and manage the golf course.

Joe Roberts spoke in support of leasing the golf course to W3 Entertainment and commented on the character of Mr. Daggatt and expertise of existing personnel.

Sharon Schiller spoke in opposition to the lease agreement with W3 Entertainment.

WALLA WALLA CITY COUNCIL MINUTES
SEPTEMBER 8, 2021
PAGE 6

Bill Fleenor expressed concerns with the lack of experience by W3 Entertainment in running a golf course.

Greg Loney spoke in opposition to leasing the golf course to W3 Entertainment and suggested the proposal require a Class A professional to run the golf course.

Corbin Ketelson spoke in support of the lease agreement with W3 Entertainment.

Scott Daggatt, W3 Entertainment Inc., commented on their intent to retain the services of Merle Pearce to continue with the course management and Bill Howard who understands management, finance, and golf to enhance the current operation.

Bill Howard outlined his expectations to represent the golfers at Veterans Memorial Golf Course and outlined his qualifications.

RL McFarland expressed appreciation for the comments offered by Bill Fleenor and Greg Loney; the importance of honoring the legacies of the Harvey's; and lack of information on Highway 12/Rees intersection. The stress on the City's general fund should be alleviated by the grants received by Public Works.

Council expressed their opinions on whether the golf course operations and maintenance should be leased to W3 Entertainment.

Councilmember Clubb moved to adopt Resolution No. 2021-123. Councilmember Moss seconded the motion. The motion carried with 5 yes votes and 2 no votes by Councilmembers Huie and Nakonieczny.

- C. Approval of the August 2021 accounts payable register containing check numbers 15167 through 15173; 15175 through 15265; 15367 through 15552; 15554 through 15712; and 238 through 254 totaling \$5,876,911.02.

Councilmember Moss moved to approve payment of the August 2021 accounts payable register containing check numbers 15167 through 15173; 15175 through 15265; 15367 through 15552; 15554 through 15712; and 238 through 254 totaling \$5,876,911.02 except for the checks to the

WALLA WALLA CITY COUNCIL MINUTES
SEPTEMBER 8, 2021
PAGE 7

Blue Mountain Action Council. Councilmember Koehler seconded the motion. The motion unanimously carried with 7 yes votes and 0 no votes.

Councilmember Moss moved to approve payment of the checks to the Blue Mountain Action Council. Councilmember Clubb seconded the motion. The motion unanimously carried with 6 yes votes, 0 no votes, and 1 abstention by Councilmember Koehler.

7. COUNCIL MEMBER MEETING REPORTS

Councilmember Moss reported attendance at the Chief's Advisory Committee meeting; the ad hoc housing committee meeting; the agenda setting meeting; the Valley Transit agenda setting meeting; the Solid Waste Advisory Committee meeting; a tour of the Veterans Memorial Golf Course; and the Work Session.

Councilmember Huie reported attendance at the Jim Bock radio show.

Councilmember Bahena reported attendance at the Work Session.

Councilmember Nakonieczny reported attendance at the Work Session.

Councilmember Clubb reported attendance at a lunch meeting with City Manager Shawa; the Metropolitan Planning Organization Work Session; the ad hoc housing committee meeting; the Metropolitan Planning Organization Board meeting; the Work Session; and a Common Roots Housing Trust Board meeting.

Councilmember Koehler reported attendance at the ad hoc housing committee meeting; a meeting with the City Manager, Deputy City Manager and Councilmember Moss regarding the golf course; and the Work Session.

Mayor Scribner reported attendance at the dedication of the Confederated Tribes of the Umatilla Indian Reservation fish hatchery; the Arts Commission meeting; a lunch meeting with Parks & Recreation Director Coleman; the Work Session; and the Public Library Board meeting.

8. UNFINISHED AND NEW BUSINESS

There was discussion on the formation of a transition team of five to seven people to oversee the transfer of the Veterans Memorial Golf Course from Early/Repass to W3 Entertainment. Mayor Scribner asked Councilmember Nakonieczny to serve on the transition team. The details will be brought back later.

Staff reported on:

- This is the last weekend for live music at the plaza downtown.
- The City is partnering with the Department of Community Health for a vaccine clinic at the library on September 11.
- The final block party of 2021 will be held at Washington Park on September 16 from 5:00 to 7:00 p.m.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 9:09 p.m.



ar-4335

Pgs. 51-56

City Council - Special Meeting

Meeting Date: 09/29/2021

Item Title: Professional Services Contract with PBS Engineering for 1st Avenue Plaza

Submitted For: Elizabeth Chamberlain, Support Services

Project No:

ARPA01.01

Financial Comments:

Not to exceed \$166,450 (1,127 labor hours). Funded by American Recovery Plan Act monies.

All Contracts:

Yes

Federally funded contracts only:

Yes

Construction contracts only:

Not Applicable

Brief Summary of Requested Action:

Approves a contract with PBS Engineering & Environmental Inc. for the design of 1st Avenue Plaza in an amount not to exceed \$166,450.

Information

HISTORY:

WHAT IS THE CONTRACT FOR: This is a Professional Services Contract with PBS Engineering & Environmental Inc. for design of 1st Avenue Plaza (includes the intersection of Main/1st improvements).

WHY DO WE NEED TO HIRE A CONSULTANT: There are aspects of this project which staff does not have the qualifications to perform such as surveying and aesthetic improvements for a plaza design.

The Professional Services Contract includes the following tasks:

- Architectural/visual elements to design a plaza
- Public engagement process with key stakeholders
- Site design
- Stormwater design
- Replacement of water main
- Improvements to Main/1st Avenue signal for pedestrian safety and traffic efficiency
- Assistance in bidding and award

IS THE COST REASONABLE: The not to exceed amount of \$166,450 was negotiated by staff with PBS. The City has not engaged in a plaza project like this in recent memory so there is

not an available comparison as with other infrastructure projects. However, in my experience with another downtown plaza project previously worked on, the contract amount is reasonable.

PROJECT INFORMATION: The project will convert the temporary 1st Avenue Plaza into a permanent public plaza space. The proposed improvements include utility replacement (water and storm) on 1st Avenue between Main and Alder; new pedestrian friendly surfacing within the plaza area between Main and the alley south of Main; possible utility connections to support community events taking place in the plaza (electric/gas); repaving/resurfacing the southern half of the block; the incorporation/addition of cost conscious, movable landscaping to provide shade during summer days, but allows for various uses/configurations of the plaza; reconfiguration of on-street parking on First Avenue south of the plaza area (from the alley to Alder Street) to maximize available parking including ADA accessible spaces; and modification of the traffic signal at Main Street and First Avenue to improve accessibility for the visually impaired (across Main Street).

CONSULTANT SELECTION DETAILS: A Request for Qualifications was published on July 13 and 20 in the Union Bulletin as well as on the city's website. Four qualification submittals were received by the deadline of August 3, 2021 4 p.m. A committee consisting of three city staff and the Executive Dir of the Downtown Foundation, reviewed each submittal and provided a score for each consultant based on the criteria established for the qualification review. The review committee met to discuss and selected PBS Engineering as the most qualified consultant team. Staff negotiated a scope and fee to complete the design.

POLICY ISSUES:

Contracts greater than or equal to \$20,000 require Council Authorization.

PLAN COMPLIANCE:

STRATEGIC PLAN:

Strategic Initiative 4 - Long Term : Encourage Economic development to strengthen the community

Objectives:

1. Attract and support small businesses

COMPREHENSIVE PLAN:

Community Character Goal 4: Downtown is the heart of Walla Walla, making all people feel welcome, accommodating a wide variety of civic and commercial functions, and reflecting the city's history.

Community Character Policy 4.2: Create a public gathering space near the center of Downtown that is inviting to all Walla Walla residents. Such a space can help unify people living in different neighborhoods, increase Downtown activity, and support Downtown businesses.

Transportation Policy 5.7: Promote and implement streetscapes that area aesthetically pleasing, safe, and comfortable to residents, visitors, businesses, and property owners.

ALTERNATIVES:

Council may:

1. Authorize the contract with PBS Engineering & Environmental Inc. as recommended;
2. Reject the scope of work and fee from PBS Engineering & Environmental Inc. and direct staff to solicit other engineering firms; or
3. Direct Staff to renegotiate specific elements of the scope of work (and fee) and return at a later date for Council authorization.

STAFF RECOMMENDATION:

Staff recommends Council adopt a resolution authorizing a professional services contract with PBS Engineering & Environmental Inc. in the amount not to exceed \$166,450 for the design of 1st Avenue Plaza.

CITY MANAGER COMMENTS:

Approved for City Council action.

Attachments

Res 2021-127

Vicinity Map

RESOLUTION NO. 2021-127

A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH PBS ENGINEERING AND ENVIRONMENTAL, INC. AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla requires professional services related to the design of the First Avenue Plaza; and

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have “‘the broadest powers of local self-government consistent with the Constitution of this state.’ RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[;]”and

WHEREAS, the City of Walla Walla published a request for proposals on July 13 and 20, 2021 in accordance with the requirements of RCW 39.80.030 requesting submission of proposals and statements of qualifications and performance data from by qualified professionals; and

WHEREAS, the City of Walla Walla has evaluated the statement of qualifications and performance data of those parties and firms on file with the City of Walla Walla, together with those submitted by other firms regarding the proposed project, and finds that the firm identified in section 1 herein is the most qualified firm to provide such services to the City of Walla Walla; and

WHEREAS, the price of the professional services contract negotiated with the firm identified in section 1 herein to provide services is fair and reasonable to the City of Walla Walla; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:

Section 1: The City Manager of the City of Walla Walla is hereby authorized, empowered and directed to execute a contract on behalf of the City of Walla Walla with PBS Engineering and Environmental, Inc. to design First Avenue Plaza and provide related professional services.

Section 2: The City Manager of the City of Walla Walla is hereby authorized and empowered to execute amendments, modifications, and change orders to the agreement

approved by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council, and provided further the aggregate value of all amendments, modifications, and change orders may not exceed twenty thousand dollars (\$20,000.00) or ten percent (10%) of the original contract amount, whichever is greater.

Section 3: The City Manager of the City of Walla Walla is also hereby authorized and empowered to execute amendments, modifications, and change orders to the contract authorized by section 1 herein, which do not materially alter such contract, and also do not increase the financial obligations beyond amounts authorized by sections 1 and 2 herein.

Section 4: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the contract and any amendments, modifications or change orders authorized by this resolution, and to attach to each duplicate thereof a copy of this resolution.

PASSED by the City Council of the City of Walla Walla, Washington, September 29, 2021.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

Vicinity Map





ar-4382

Pgs. 57-66

City Council - Special Meeting

Meeting Date: 09/29/2021

Submitted For: Andy Coleman, Parks and Recreation, Parks Administration

Add'l Contributors:

Information

ITEM TITLE:

Resolution 2021-129: Authorizes a contract with Allplay Systems for the Vista Terrace playground improvement project in the amount of \$108,375,36 (Sunrise Rotary is funding \$72,500 of this amount).

Attachments

Background

Res 2021-129

Contract summary

Allplay quote

From: [Nabiel Shawa](#)
To: [City Council](#)
Cc: [Tim Donaldson](#); [Kammy Hill](#); [Elizabeth Chamberlain](#); [Andy Coleman](#)
Subject: Playground Surfacing Contract
Date: Wednesday, September 22, 2021 3:09:56 PM
Attachments: [contract summary.pdf](#)
[Walla Walla Vista Terrace PG PIP QUOTE - ALLPLAY Systems 9.21.21.pdf](#)
[AllplayRes.doc](#)
Importance: High

Hello Council,

Below and attached is a last minute item that we'd like to discuss with Council this evening under New Business. The Vista Terrace Park playground project is underway and we really don't want to shut it down for three weeks (weather concerns) until the next Council meeting.

Thanks for your consideration,
Nabiel

From: Andy Coleman <acoleman@wallawallawa.gov>
Sent: Wednesday, September 22, 2021 3:04 PM
To: Nabiel Shawa <nshawa@wallawallawa.gov>
Subject: FW: Playground Surfacing Contract

Nabiel,

As you know, we have been working with the Sunrise Rotary Club for over a year on a project that would install a playground at Vista Terrace Park. Their fundraising efforts of this group were exceptional and they were able to raise over \$100,000 in a few short months. The initial budget they were shooting for was approximately \$175,000. They were able to reach this number about 60 days ago and were ready to move forward with installation of the playground the Club had purchased in December of 2020, which had been sitting in the department's storage yard since early this spring. Rotary began moving forward with the project that we planned to let them lead, as we have done with other non-profits in the past. It was a desire of the Department and the Rotary Club to provide poured-in-place rubber surfacing as part of the project. Poured-in-place surfacing is desired to allow improved ADA accessibility compared to wood chips. The Rotary Club reach out to the company (Allplay

Systems) they initially had received a quote from to provide the poured-in-place surfacing and the company returned a price, now several months later, that was \$20,000 more than the original quote. Meanwhile, excavation has been completed and installation is underway.

I am proposing City Council agree to fund the \$26,500 that is needed to get the project to completion and also authorize a contract with AllPlay Systems, who is on State of Washington contract, for \$108,375,36. If this action is taken the Rotary Club will send the \$72,500 they have to the City for this aspect of the project. I plan to provide a more detailed presentation tonight and answer any questions that Council may have.

Please let me know if you have questions.

Thanks!

Andy

* * * * * **SPECIAL PUBLIC DISCLOSURE NOTICE TO RECIPIENT(S):** Information contained in any communication to or from the City of Walla Walla, including attachments, may be subject to the disclosure requirements of Washington's Public Records Act, Ch. 42.56 RCW.

RESOLUTION NO. 2021-129

A RESOLUTION AWARDING THE CONTRACT TO SUPPLY AND INSTALL PLAYGROUND EQUIPMENT AND TO PERFORM ADDITIONAL WORK AND TAKING SUCH FURTHER ACTION NEEDED THEREWITH

WHEREAS, the City of Walla Walla passed Municipal Ordinance A-2405 on May 13, 1970 which classified the City of Walla Walla as a nonchartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the Washington Supreme Court held in *U. S. v. Town of Bonneville*, 94 Wn.2d 827, 832, 621 P.2d 127 (1980) that optional code cities organized under RCW Title 35A have “‘the broadest powers of local self-government consistent with the Constitution of this state.’ RCW 35A.01.010. Such municipalities are capable of entering into contracts without restriction[.]”and

WHEREAS, Municipal Resolution 98-49 adopted on August 26, 1998 authorizes the Walla Walla City Manager to execute intergovernmental purchasing agreements; and

WHEREAS, the Walla Walla City Manager executed a Master Contract Usage Agreement on June 13, 2013 that allows the City to purchase goods and services from state master contracts; and

WHEREAS, the goods and services needed by the City are available from vendors through a Washington State master contract; and

WHEREAS, the Walla Walla City Council has considered this matter during a regularly and duly called public meeting of said Council, has given this matter careful review and consideration, and finds that good government and the best interests of the City of Walla Walla will be served by passage of this resolution,

NOW THEREFORE, the City Council of the City of Walla Walla resolves as follows:

Section 1: The contract to supply and install playground equipment and perform additional related work is hereby awarded to Allplay Systems, LLC, and the City Manager of the City of Walla Walla, and designees of the City Manager, are hereby authorized, empowered and directed to purchase equipment and services from Allplay Systems, and execute such purchase orders, contracts, agreements, and other documents that may be required; provided that sufficient appropriations therefor have been made by the Walla Walla City Council.

Section 2: The City Manager of the City of Walla Walla, and designees of the City Manager, are hereby authorized and empowered to execute amendments, modifications, and change orders to the purchase orders, contracts, agreements, and other documents authorized by section 1 herein on behalf of the City of Walla Walla, provided that sufficient appropriations have been made by the Walla Walla City Council and provided further that the aggregate value of all such amendments, modifications, and change orders

may not exceed twenty thousand dollars (\$20,000.00) or ten percent (10%) of the contract amount, whichever is greater.

Section 3: The City Manager of the City of Walla Walla is also hereby authorized and empowered to execute amendments, modifications, and change orders to the purchase orders, contracts, agreements, and other documents authorized by section 1 herein, which do not materially alter such contracts, agreements, and purchase orders, and also do not increase the financial obligations beyond amounts authorized by sections 1 and 2 herein.

Section 4: The City Clerk of the City of Walla Walla is hereby authorized and directed to attest the purchase orders, contracts, agreements, amendments, modifications, change orders, and other documents authorized herein, and to attach to each duplicate thereof a copy of this resolution.

PASSED by the City Council of the City of Walla Walla, Washington, September 29, 2021.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



Contract Summary

Park & Recreation/Playground Equipment

Contract #: 04216

Replaces: 03110

Contract Type: COOPERATIVE

This is a NASPO ValuePoint contract led by the state of Oregon to provide parks and recreation equipment and related services. The state of Washington has signed a Participating Addendum (PA) to use this contract. Customers have the option of utilizing any of the awarded vendors. Please note that pricing varies between vendors. Customers should utilize the vendor that best meets their needs.

NEW: There is now a glossary available under the Pricing and Ordering link below. This glossary will let customers know what products are provided by which vendor on the contract.

UPDATE: Installation and Removal services are now part of the PA's with Washington for Allplay Systems, Landscape Structures, MRC Inc., Northwest Playground, and Superior. Prices for these services are to be negotiated between the vendor and purchaser.

Available items may include: Athletic Equipment, Bleachers, Bundled Playgrounds, Commercial Play Equipment, Dog Parks, Outdoor Fitness Equipment, Independent Play, Recycled Material Equipment, Replacement Parts, Site Furnishings, Shade and Shelter, Surfacing, Swing Sets and Waterpark Equipment, and Barbecue Grills, Barbecue Smoker Grills, Banquet Tables, Benches, Bike Racks, Bleachers, Grandstands, Bus Stop Shelters, Canopy Tents, Cigarette Receptacles, Drinking Fountains, Exercise Equipment, Fire Rings, Floor Matting, Message Centers, Park Benches, Park Grills, Camp Stoves, Parking Lot Equipment, Patio and Café Furniture, Pet Products, Picnic Tables, Playground Equipment, Pool Furniture, Sanitation Equipment, Sports Equipment, Tables, Trash Receptacles, Umbrellas and Universal Access.

Effective Date: 11-30-2017

Est. Annual Worth: \$71,313

Current Term Ends On: 12-01-2022

Final Term Ends On: 11-30-2022

Commodity Code(s): 650-04, 650-06, 650-10, 650-12, 650-18, 650-20, 650-21, 650-24, 650-36, 650-38, 650-48, 650-50, 650-54, 650-60, 650-62, 650-72, 805-22, 931-65, 981-61

Diversity: 0% WBE 0% MBE

of Bids Received: 10

Contact Info:

Leslie Edwards
☎ (360) 407-8416
✉ leslie.edwards@des.wa.gov

Secondary Contact Info:

Team D
☎ (360) 407-2215
✉ DESContractsTeamCedar@des.wa.gov

Who Can Use This Contract?

- [Organizations with Master Contract Usage Agreements](#)
- [MCUA Customer Communication Profile](#)
- [Oregon Coop Members](#)

- Pricing & Ordering
- Specifications
- Contract & Amendments
- Original Solicitation Documents
- Bid Tab


This Contract has no Resource Documents

Showing 1 to 7 of 7 Vendors

All ▾ Vendors Per Page.

Search Vendors:

1

Vendor	Vendor #	Authorized Fulfillment Partners	OMWBE	Veteran	Small Business	Considerations / Preferences
ALLPLAY SYSTEMS, LLC	w27795					
PS COMMERCIAL PLAY LLC, AN AFFILIATE OF PLAYCORE WISCONSIN INC.	w41748					
SUPERIOR INTERNATIONAL INDUSTRIES	w63113					
LANDSCAPE STRUCTURES INC.	w64182					
PLAYWORLD SYSTEMS, INC.	W64383					


Vendor	Vendor #	Authorized Fulfillment Partners	OMWBE	Veteran	Small Business	Considerations / Preferences
MRC INC	W76299					
NORTHWEST PLAYGROUND EQUIPMENT, INC.	w831					


M = OMWBE Certified Minority Owned | W = OMWBE Certified Women Owned | MW = OMWBE Certified Minority Women Owned

 = Veteran Owned

 = Small Business

 = Contract w/ Green Recycled Content

 = *Preference Executive Order 18-03

 = *Preference Electronic Products Purchasing

HFC = *Preference Hydrofluorocarbons Products Purchasing


Hg = *Preference Nonmercury-Added Products Purchasing

PCB = *Preference Polychlorinated Biphenyls (PCBs) Purchasing


* = Newly Added Icon.

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 (360) 407-2210

 contractingandpurchasing@des.wa.gov

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AllPlay Systems, LLC
P.O. Box 1886
Sequim, WA 98382

Quotation

Toll Free: 888.531.4881
Fax: 888.655.6412
Email: lisa@allplaysystems.com

Lisa Patrick
(509) 954-0835

Project: Walla Walla Vista Terrace Playground Safety Surfacing

Date: 9/21/2021

Quote valid until: 10/21/2021

Bill To:

Walla Walla Parks & Recreation
55 E. Moore St.
Walla Walla, WA 99362

Contact: Andy Coleman
Phone: 509-520-1937
Email: acoleman@wallawalla.gov

Ship To:

Vista Terrace Park
925 Mountain Park Drive
Walla Walla, WA 99362

Contact: Andy Coleman
Phone: 509-520-1937
Email: acoleman@wallawalla.gov

Vendor	Item Description	Model	Qty	Unit Price	Total Price
Spectra	SpectraPour Certified Spectra Pour Safety Surfacing				
Turf	EPDM Standard Color/Black, 50/50 Aromatic	SpectraPour	1	\$100,254.73	\$100,254.73
	5225 sf, State prevailing wage				

Additional Info:

security by others. Prevailing wage. IPEMA certified.
Upgrade to 100% color wear layer (no black) ADD \$7,681
Upgrade to Apliphatic (UV-stable, non-yellowing) Resin ADD \$6,218
Upcharge for premium colors: Light and Dark Purple, Dark Green, Bright Yellow, Mustard Yellow, Bright Red, Orange, Brown and Dark Brown.

Subtotal \$100,254.73
Tax 8.1% \$8,120.63
Total \$108,375.36

Payment terms: 50% down, balance due Net 30 upon delivery. The customer is responsible for final quantity count and the unloading of freight at site. The customer must report all freight damage and missing items within 2 business days of delivery of items.

Written approval must be received prior to order initiation. By signing, dating, and returning this document, the customer accepts these terms and authorizes Allplay Systems to order the items as listed above.

Customer Signature: _____

Date: _____



ar-4374

Pg. 67

City Council - Special Meeting

Meeting Date: 09/29/2021

Submitted For: Nabel Shawa, City Manager Office, Administration

Add'l Contributors:

Information

ITEM TITLE:

Covid-19 discussion:

1. Update by Deputy City Manager Chamberlain
2. Council meeting protocols.

Attachments

No file(s) attached.



ar-4371

Pgs. 68-70

City Council - Special Meeting

Meeting Date: 09/29/2021

Submitted For: Kammy Hill, Support Services

Add'l Contributors:

Information

ITEM TITLE:

Approval of minutes of the September 7 Work Session. (Councilmember Huie absent and to abstain)

Attachments

09-07-2021 Minutes

WALLA WALLA CITY COUNCIL
Work Session Minutes
September 7, 2021

1. CALL TO ORDER

Mayor Scribner called the meeting to order at 4:00 p.m.

Present: Councilmembers Yazmin Bahena, Riley Clubb, Ted Koehler, Steve Moss, Susan Nakonieczny, and Mayor Tom Scribner.

Absent: Councilmember Myron Huie.

City staff in attendance: Deputy City Manager Elizabeth Chamberlain, Public Works Director Ki Bealey, and City Clerk Kammy Hill.

Also present: Salary Commissioners Rogers Miles, Sherrie Kamara, Beth Kreger, Dick Swenson, and Lynn Knapp.

2. ACTIVE AGENDA

A. Joint meeting with Salary Commission.

The Salary Commissioners were thanked for agreeing to serve and determine the amount of compensation to be paid to members of the City Council and Mayor.

There was discussion on the number of hours per week spent on council-related duties and meetings and measures for determining the appropriate level of compensation.

B. 2021 Street Survey Results.

William SaintAmour, Cobalt Community Research, reviewed the results of the special street survey regarding funding sources for streets and prioritizing City streets needing repaired.

C. Update to City of Walla Walla's Mission, Vision, and Values.

Staff reviewed the importance of having a mission, vision, and values statement in the strategic planning process; and outlined efforts to update the current Mission statement and core values. A resolution will be brought before the City Council on September 22 to change the Mission Statement to "Dedicated to enhancing the quality of life in Walla

WORK SESSION MINUTES
SEPTEMBER 7, 2021
PAGE 2

Walla"; and changing the core Values to: Integrity, Service, Collaboration, Equity, Leadership, and Community. The Vision Statement will remain "Walla Walla, best of the best of the Northwest."

3. OTHER BUSINESS

No other business was discussed.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 5:58 p.m.